

<b>ACCOUNT NAME:</b>	<b>Other Charges &amp; Expenses</b>					
<b>ACCOUNT NUMBER:</b>	<b>001-00300-00800-4150</b>					
						<b>FY 2016</b>
<b>Description</b>	<b>Quantity</b>	<b>\$ Per Unit</b>		<b>Extension</b>	<b>FY 2016 Request</b>	<b>Adminstrator Recommended</b>
Canon - Lease - Admin.	12	\$140.00		\$1,680.00	\$1,680	\$1,680
Canon - Lease - ODIS	12	\$75.00		\$900.00	\$900	\$900
Canon - Copies Over Allowance	1	\$5,500.00		\$5,500.00	\$5,500	\$5,500
Postage Machine Lease/Service Contr	4	\$500.00		\$2,000.00	\$2,000	\$2,000
Miscellaneous	1	\$500.00		\$500.00	\$500	\$500
Expenses	1	\$750.00		\$750.00	\$750	\$750
Mileage	4	\$1,200.00		\$4,800.00	\$4,800	\$4,800
Advertising	1	\$5,000.00		\$5,000.00	\$5,000	\$5,000
Training	1	\$2,100.00		\$2,100.00	\$2,100	\$2,100
			<b>Lump Sum Disallowed</b>			
				<b>Totals</b>	<b>\$23,230</b>	<b>\$23,230</b>

2. Review for Action: Consent & Signature File:

DATE	DOCUMENT	MAP/LOT#
7/16/15	Disposal Agreement	067-032
7/16/15	NH DRED Forest Fire Report/Bill	N/A

Chris read the Consent & Signature File. Russ Made the Motion to approve the Consent & Signature File for July 16, 2015. Paul Seconded and the Motion carried Unanimously.

3. Review for Action: MPO Colin Leblanc's Resignation: Chris announced that Master Patrol Officer Colin Leblanc has submitted his letter of resignation and his last day will be August 2<sup>nd</sup>. Chris read MPO Leblanc's letter which stated that he has accepted a position with the Belknap County Sheriff's Department, and was appreciative of all the opportunities given to him during his nine years with the Moultonborough Police Department. Paul asked if MPO Leblanc would receive an exit interview and hoped to learn of his reason for leaving, adding that it was important to identify any trend for police officers resigning. Scott replied that Chief Wetherbee will do an exit interview. Carol added that in some towns the exit interview is done by the department head or the town administrator/manager. She said she will discuss this with Chief Wetherbee and would be happy to do the interview. Scott asked that a letter be written by the Board thanking MPO Leblanc for his nine years of service, as he has been a great officer and served the community well. Paul so Moved and Josh Seconded. The Motion carried Unanimously.
4. Review for Action: Sandwich Fair Annual Sign Request: Chris reported that this request is made annually. Paul Made the Motion to approve the request for 2015 Sandwich Fair signs. Josh Seconded and the Motion carried Unanimously.
5. Review for Action: Virtual Town Hall Website Services: Carol reported that she has received the proposal from Virtual Town Hall based on the presentation given to the Board in June as they requested. To update the Town's website the cost is \$1,500. For the new CMS platform which will allow each department to make changes, post notices, and to link to social media, the total cost is \$6,000 which can be paid in two yearly installments, starting January 2016. If approved they will be able to start immediately. The yearly cost with the maintenance fee will be \$5,375. Chris asked about the five phases and Carol replied that she was told it should be completed before the end of the year. Paul felt that the social media policy should be approved before that time. Josh Made the Motion to direct the Interim Town Administrator to move forth to enter into an agreement with Virtual Town Hall for Website Services listed in the proposal presented, with the cost spread over two fiscal years, \$5,375 per year. Paul Seconded and the Motion carried Unanimously.
6. Review for Action: Disclosure of Actual/Appearance of Conflict, Marie Samaha: Chris reported the Conservation Commission's Chair, Marie Samaha has submitted form #1 due to the Commission's attempt to purchase the Lee's Pond Preserve, and as she owns property on Fox Hollow Road, which is close to this property and could be perceived as a conflict of interest. Paul thanked Josh for bringing this to the Conservation Commission's attention. Josh thought that if the Conservation Commission does purchase this land that it would increase the property values of abutters, therefore creating a conflict of interest. Russ questioned this, adding that other than the land on Route 25, this property cannot be developed. Paul Made the Motion to find that: "...the financial interest is not substantial enough as to be deemed likely to affect the integrity of

6. Review for Action: Restoration of Involuntarily Merged Lots Request, 264-007: Jean Made the Motion to restore the Involuntarily Merged Lots as outlined in the Town Planner's memo dated June 16, 2015. Paul Seconded and the Motion carried Unanimously.
7. Review for Action: Trustees of the Trust Funds, Selectman Beadle's Assistance: Jean reported that Paul Daisy had asked her to assist in the analysis. Paul felt that the RSA is clear on this, that a Selectman can't be a member of the Trustees of the Trust Funds and a Trustee can't be a Selectman. He felt that the two need to remain separate. The Board agreed by Consensus and asked Carol to send the Trustees a letter explaining the need to keep the two separate.
8. Review for Action: Tuition Reimbursement, Scott Kinmond: Josh Made the Motion to approve the request for tuition reimbursement to Scott Kinmond in the amount of \$500 for his successful completion of the Certified Public Supervisor. Russ Seconded and the Motion carried Unanimously.
9. Review for Action: Request for Bid Waiver, Chip Sealing Services: Scott asked that the Board waive the competitive bidding requirement, as All States Asphalt, Inc. is a state DOT vendor, in the amount of \$48,000. Scott explained that while they were under budget approximately \$12,000, they will be using \$10,000 for crack sealing. Scott explained the difference between chip sealing and crack sealing. Jean suggested that he speak with the road agent in Sandwich, as they have just done School House Road, to learn what they did. Scott said he would take a look at it. Paul Made the Motion to waive the bid policy requirement and to approve the contract of \$48,000 for chip sealing services. Josh seconded and the Motion carried Unanimously.
10. Review for Action: Launch Request, NH Jr. Bassmasters, 7/11/15: Josh Made the Motion to approve the Launch Request for the NH Jr. Bassmasters, out of Lees Mills for Saturday, July 11<sup>th</sup>, 25 boats/trailers, to include a warning about inappropriate launch usage. Paul Seconded and the Motion carried Unanimously.
11. Review for Action: Video Streaming: Carol said that based on the discussion that occurred at the last work session, she researched other towns that are using Town Hall Streams. If the Board chooses to end its relationship with Ezstream and go with Town Hall Streams there is still sufficient money in the budget for this. Paul said that the vendor will supply the camera and mount, and the Town must provide the wiring. Paul Made the Motion to go forward with the Interim TA's recommendation dated July 2, 2015 and the Interim Town Administrator will contact Ezstream to immediately cancel their service, and contact Town Hall Streams to commence with their service, to include installation of the necessary equipment at Town Hall. Russ Seconded and the Motion carried Unanimously.
12. Review for Action: Tri-Town Milfoil Agreement: Jean reported that the Wolfeboro Selectmen approved the withdrawal agreement at their meeting last night. The Town will receive 1/3 of the \$12,000 budget. The Board asked Carol to find out where this refund would go, Milfoil Trust or the General Fund. Jean Made the Motion to approve of Moultonborough's withdrawal from the Intermunicipal Agreement as of August 1, 2015, and authorize the Chair to sign the agreement. Josh Seconded. The Motion carried Unanimously.

## VI. OLD BUSINESS:

1. Town Administrator Search Update: Carol Reported that they received 37 applications from 13 states. The top 12 got the essay questions, 2 have been hired elsewhere, and 10